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UNITED STATES DEPARTMENT OF AGRICULTURE
✓ RURAL ELECTRIFICATION ADMINISTRATION
WASHINGTON 25, D. C.

May 1, 1951

✓ LOAN AND POWER USE MEMORANDUM NO. 2

SUBJECT: APPLICATIONS FOR ELECTRIC LOANS

All prospective borrowers are requested to follow carefully the revised instructions contained in this memorandum when preparing applications for electric loans.

After borrowers have received their initial or "A" loan, they submit applications periodically for supplemental electric loan funds for various purposes. Certain supporting data is required with each application before it can be processed. One of these is Form AL-29 - "Preallotment Examination Summary." This form has been revised and is now called "Loan Application Summary." A set of this form is attached. The data requested on this form will greatly facilitate our examination of your loan applications.

Following is a description of the various purposes for which loan funds may be requested and a list of the data required in support of such applications:

1. Map and Tabulation Type: Applications covering proposed new construction to signed members in excess of 5,000' from existing lines. The following supporting data should be submitted with applications of this type:
 - a. Certified copy of board resolution requesting loan funds.
 - b. Revised Form AL-29 - Loan Application Summary, three copies.
 - c. Key maps, two sets.
 - d. Detail maps, two sets.
 - e. Form AL-58 - Membership Survey Tabulations, two sets.
 - f. When large power loads are included, give location, KW demand, nature of load, Engineer's cost estimates, or supply information in accordance with Engineering Memo. 113R3, three copies.
 - g. All rate schedules in effect, one copy of each.
2. Member Service Extension Type: Applications requesting funds for connecting signed or unsigned members to existing lines, where extension is 5,000' or less from existing lines. This also includes funds for "Increasing Capacity of Services." The following supporting data should be submitted with applications of this type:
 - a. Certified copy of board resolution, per attached sample.
 - b. Revised Form AL-29 - Loan Application Summary, three copies.
 - c. When large power loads are included, see l.f. above.
 - d. All rate schedules in effect, one copy of each.
3. System Improvement Type: Applications covering proposed changes or additions to electric plant facilities to improve the quality of electric service. Applications of this type may also be included with types 1 or 2 shown above. The following supporting data should be submitted with applications of this type:

- a. Certified copy of board resolution requesting loan funds.
 - b. Revised Form AL-29 - Loan Application Summary, three copies.
 - c. Key maps, two sets, showing new lines and all system improvements involved.
 - d. Engineer's detailed list of all system improvements, including cost estimates, three copies.
 - e. When large power loads are included, see l.f. reverse side.
 - f. All rate schedules in effect, one copy of each.
4. Acquisitions: resolution and other applicable data.
 5. Communications Facilities: resolution and other applicable data.
 6. Deficiencies to complete previously authorized construction: resolution and other applicable data.
 7. Generation and Transmission: Form AL-82, Summary of Applications for Generating Plant Allocation, original and three copies, resolution and other applicable data.
 8. Headquarters Facilities: resolution and other applicable data.
 9. Reimbursement to General Funds for previously approved work order construction: resolution and other applicable data.

Any of the above types of applications 4 to 9 may also be included with types 1, 2, or 3 applications.

Revised Form AL-29 is divided into four parts and should be prepared completely as follows:

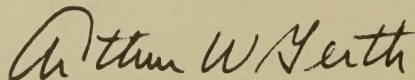
Part "A": Show pole miles, signed members, easements, etc., as indicated.

Part "B": Show Engineering data as indicated. Please note that 2-wire services should be kept to the barest minimum, and installations should be made only where it is anticipated that this capacity will be adequate for a reasonable period of time. Part "B", item 4, insert capacity of KWH per consumer per month which has previously been agreed upon by the borrower and the appropriate Region Head of this division.

Part "C": Show consumer data as indicated. Be sure to include (1) copy of each standard rate schedule now in effect on your system.

Part "D": Sign certification as indicated.

This form should be prepared and submitted for all applications which have not been acted upon to date. If additional information is required, please correspond with the appropriate Region Head of this division. Borrowers should reproduce this form for use in connection with any future applications for loans.



Arthur W. Gerth
Chief, Applications and Loans Division

PART C-OPERATING DATA (Attach one (1) copy of all rate schedules in effect)

CONSUMER CLASSIFICATION	RATE SCHEDULE USED FOR BILLING*	EXISTING SYSTEM		ADDITIONAL CONSUMERS TO BE CONNECTED WITH AVAILABLE LOAN FUNDS	SIGNED APPLICANTS THIS APPLICATION
		NUMBER CONNECTED	NO. IDLE SERVICES		
1. RESIDENTIAL SERVICES					
a. TOWN					
b. FARM					
c. NON-FARM RURAL					
d. SEASONAL (COTTAGES)					
2. COMMERCIAL AND INDUSTRIAL					
a. SMALL (LESS THAN 25 KVA)					
b. MEDIUM (25 TO 200 KVA)					
c. LARGE (OVER 200 KVA)					
3. SCHOOLS AND CHURCHES					
4. IRRIGATION					
5. PUBLIC STREET AND HIGHWAY					
6. ELECTRIC SERVICE TO UTILITIES					
7. ELECTRIC SERVICE TO OTHER REA CO-OPS					
8. OTHER ELECTRIC SERVICE					
9.					
10.					
11.					
12.					
13.					
14.					
TOTAL					

*Where consumers in any classification are served under more than one rate schedule, attach statement indicating number of consumers in that classification served under each rate schedule.

PART D-CERTIFICATION

The undersigned Borrower's Engineer certifies that Parts A and B of this application, except as to membership fees collected, have been carefully checked and are accurate and correct to the best of his knowledge and belief.

DATE

BORROWER'S ENGINEER

We, the undersigned, certify that the data submitted in Parts A, B, and C of this application have been carefully checked and are accurate and correct to the best of our knowledge and belief. We further certify that the maps correctly record the tabulation data, which in turn are supported by easements, membership or consumer applications, and fees obtained in the pre-loan survey.

NAME OF BORROWER

DATE

BY

MANAGER

DATE

BY

SECRETARY OF BOARD OF DIRECTORS

LOAN APPLICATION SUMMARY

PROJECT DESIGNATION

TO: U.S. DEPARTMENT OF AGRICULTURE, REA, WASHINGTON 25, D.C.

DATE _____

ATTENTION: APPLICATIONS AND LOANS DIVISION

INSTRUCTIONS—Submit to REA three (3) copies of this form which is for the purpose of summarizing the loan application.

See Loan and Power Use Memorandum No. 2 for detailed instructions on preparing this form.

PART A - MAP COUNT

NAME OF COUNTY	POLE MILES TO SERVE SIGNED MEMBERS	NO. SIGNED MEMBERS	NO. POTENTIAL MEMBERS	NO. TOTAL MEMBERS
	(With membership fee paid)			
TOTAL				

1. PERCENT OF POLE MILES COVERED BY EASEMENTS	2. NUMBER OF SIGNED EASEMENTS	3. TOTAL OF MEMBERSHIP FEES COLLECTED	4. AVERAGE LENGTH OF EXTEN- SION TO POTENTIAL MEMBERS
%		\$	FEET

PART B-ENGINEERING DATA

1. POLE MILES TO SERVE SIGNED MEMBERS			
ITEM		NO. MILES	ITEM
PRIMARY - 1 Ø - 2 W			SECONDARY
PRIMARY - V Ø - 3 W			SERVICES
PRIMARY - 3 Ø - 4 W			UNDERBUILD Ø
2. TRANSFORMERS		3. TOTAL ESTIMATED COST	
NO.	AVERAGE SIZE	KVA	\$
4. WITH SYSTEM IMPROVEMENTS, SYSTEM WILL BE DESIGNED FOR MAXIMUM CAPACITY OF			KWH PER CONSUMER PER MONTH.
5. CONDUCTOR TYPE USED IN COST ESTIMATES: (Specify Aluminum, copper, etc.)		6. METHOD OF CONSTRUCTION: <input type="checkbox"/> LABOR-MATERIAL CONTRACT <input type="checkbox"/> LABOR ONLY CONTRACT <input type="checkbox"/> FORCE ACCOUNT	
7. POWER SOURCES:			

8. ADDITIONAL POINTS OF DELIVERY REQUIRED

[illegible]

PART C-OPERATING DATA (Attach one (1) copy of all rate schedules in effect)

CONSUMER CLASSIFICATION	RATE SCHEDULE USED FOR BILLING*	EXISTING SYSTEM		ADDITIONAL CONSUMERS TO BE CONNECTED WITH AVAILABLE LOAN FUNDS	SIGNED APPLICANTS THIS APPLICATION
		NUMBER CONNECTED	NO. IDLE SERVICES		
1. RESIDENTIAL SERVICES					
a. TOWN					
b. FARM					
c. NON-FARM RURAL					
d. SEASONAL (COTTAGES)					
2. COMMERCIAL AND INDUSTRIAL					
a. SMALL (LESS THAN 25 KVA)					
b. MEDIUM (25 TO 200 KVA)					
c. LARGE (OVER 200 KVA)					
3. SCHOOLS AND CHURCHES					
4. IRRIGATION					
5. PUBLIC STREET AND HIGHWAY					
6. ELECTRIC SERVICE TO UTILITIES					
7. ELECTRIC SERVICE TO OTHER REA CO-OPS					
8. OTHER ELECTRIC SERVICE					
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12.					
13.					
14.					
TOTAL					

*Where consumers in any classification are served under more than one rate schedule, attach statement indicating number of consumers in that classification served under each rate schedule.

PART D-CERTIFICATION

The undersigned Borrower's Engineer certifies that Parts A and B of this application, except as to membership fees collected, have been carefully checked and are accurate and correct to the best of his knowledge and belief.

DATE

BORROWER'S ENGINEER

We, the undersigned, certify that the data submitted in Parts A, B, and C of this application have been carefully checked and are accurate and correct to the best of our knowledge and belief. We further certify that the maps correctly record the tabulation data, which in turn are supported by easements, membership or consumer applications, and fees obtained in the pre-loan survey.

NAME OF BORROWER

DATE

BY

MANAGER

DATE

BY

SECRETARY OF BOARD OF DIRECTORS

U. S. DEPARTMENT OF AGRICULTURE
RURAL ELECTRIFICATION ADMINISTRATION

BUDGET BUREAU NO. 40-R-155
APPROVAL EXPIRES JUNE 30, 1952

LOAN APPLICATION SUMMARY

PROJECT DESIGNATION

TO: U.S. DEPARTMENT OF AGRICULTURE, REA, WASHINGTON 25, D.C.

DATE _____

ATTENTION: APPLICATIONS AND LOANS DIVISION

INSTRUCTIONS—Submit to REA three (3) copies of this form which is for the purpose of summarizing the loan application.

See Loan and Power Use Memorandum No. 2 for detailed instructions on preparing this form.

PART A - MAP COUNT

NAME OF COUNTY		POLE MILES TO SERVE SIGNED MEMBERS	NO. SIGNED MEMBERS	NO. POTENTIAL MEMBERS	NO. TOTAL MEMBERS
		(With membership fee paid)			
TOTAL					

1. PERCENT OF POLE MILES COVERED BY EASEMENTS	2. NUMBER OF SIGNED EASEMENTS	3. TOTAL OF MEMBERSHIP FEES COLLECTED	4. AVERAGE LENGTH OF EXTEN- SION TO POTENTIAL MEMBERS
%		\$	FEET

PART B-ENGINEERING DATA

1. POLE MILES TO SERVE SIGNED MEMBERS

ITEM	NO. MILES	ITEM	NO. MILES
PRIMARY - 1 Ø - 2 W		SECONDARY	
PRIMARY - V Ø - 3 W		SERVICES	
PRIMARY - 3 Ø - 4 W		UNDERBUILD	Ø
2 TRANSFORMERS		3 TOTAL ESTIMATED COST	

2. TRANSFORMERS

NO.	AVERAGE SIZE	KVA	\$
-----	--------------	-----	----

4. WITH SYSTEM IMPROVEMENTS, SYSTEM WILL BE DESIGNED FOR MAXIMUM CAPACITY OF _____ KWH PER CONSUMER PER MONTH.

5. CONDUCTOR TYPE USED IN COST ESTIMATES: (Specify Aluminum, copper, etc.)	6. METHOD OF CONSTRUCTION:	<input type="checkbox"/> LABOR-MATERIAL CONTRACT
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7. POWER SOURCES:

8. ADDITIONAL POINTS OF DELIVERY REQUIRED

[illegible]

PART C-OPERATING DATA (Attach one (1) copy of all rate schedules in effect)

CONSUMER CLASSIFICATION	RATE SCHEDULE USED FOR BILLING*	EXISTING SYSTEM		ADDITIONAL CONSUMERS TO BE CONNECTED WITH AVAILABLE LOAN FUNDS	SIGNED APPLICANTS THIS APPLICATION
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The undersigned Borrower's Engineer certifies that Parts A and B of this application, except as to membership fees collected, have been carefully checked and are accurate and correct to the best of his knowledge and belief.

DATE

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NAME OF BORROWER

DATE

BY

MANAGER

DATE

BY

SECRETARY OF BOARD OF DIRECTORS

PART C-OPERATING DATA (Attach one (1) copy of all rate schedules in effect)

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DATE

BORROWER'S ENGINEER

We, the undersigned, certify that the data submitted in Parts A, B, and C of this application have been carefully checked and are accurate and correct to the best of our knowledge and belief. We further certify that the maps correctly record the tabulation data, which in turn are supported by easements, membership or consumer applications, and fees obtained in the pre-loan survey.

NAME OF BORROWER

DATE

BY

MANAGER

DATE

BY

SECRETARY OF BOARD OF DIRECTORS

SAMPLE RESOLUTION

WHEREAS, previous loans made by REA to the _____ Cooperative included plans for the connection of potential members shown and properly accounted for on the maps and tabulations submitted in support of applications for such allocations, and

WHEREAS, such funds as have been made available by REA have been used for this and other purposes approved by REA, to the extent that such funds have been depleted, and

WHEREAS, it has been ascertained that there are presently _____ prospective members without electric service within 5,000 feet of the existing lines, and that new and additional property is being constructed along these lines, and

WHEREAS, the experience of the cooperative indicates that these prospective consumers will be connected at the rate of approximately _____ new members per month, and

WHEREAS, these extensions will average _____ feet per consumer, totaling _____ miles of single-phase construction to serve _____ new members, at an estimated cost of \$ _____, and

WHEREAS, REA loan funds have not been previously provided for these extensions, and

WHEREAS, _____ of these prospective consumers have applications for service on file in the cooperative office, and

WHEREAS, these new members can be added to the existing system requiring approximately _____ additional funds for system improvements, and

WHEREAS, it is necessary to increase the capacity of service drops and transformers for approximately _____ individual members during the ensuing year, which will require approximately \$ _____ per member, totaling \$ _____,

NOW, THEREFORE, BE IT RESOLVED that the _____ Cooperative hereby makes application to the Rural Electrification Administration for a loan in the amount of \$ _____ to be used during the ensuing 12-month period for the extension of electric service to _____ members on approximately _____ miles of single-phase electric distribution lines to new members within 5,000 feet of existing line and to increase the capacity of service drops and the transformers for approximately _____ individual members

